

COMMENTS FOR STANDARDIZATION DOCUMENTS COVER SHEET

Candidate's Name:		Title:	
Agency:		Office Telephone Number:	
Office Address:	City:	State:	Zip:
Standard's Name:		Standard's Title:	
Agency:	Standard's Telephone Number:	Location of Standardization:	
Office Address:	City:	State:	Zip:

The comments enclosed are based on the Standardization documents that were provided by the Standard for the Candidate (both referenced above). All documents must be completed and submitted together as a complete packet. Incomplete documents submitted to the State office will be returned to the Standard and the review will be delayed until all completed documents are submitted together.

PRE-STANDARDIZATION REQUIREMENTS	
Standardization Nomination Form	
Item Submitted	Comments
Candidate's Background Information	
Details food service duties	
Completed and signed by Supervisor	
Signed affidavit of training (25 joint and 25 independent inspections) if < 5 years food service experience	
Ga. Food Code Test > 70 passing score	
Pre-standardization Training/ORAU certificates	
Copy of current CFMS certificate issued from program accredited by the Conference for Food Protection (CFP)	

FIELD STANDARDIZATION REQUIREMENTS	
Item Submitted	Comments
HACCP Verification Summary	
Submit Candidate and the Standard forms (≤ 2 disagreements)	
Scoring Form	
≤ 5 RF/PHI disagreements per inspection	
≤ 16 RF/PHI disagreements in 4 inspections	
≤ 22 GRP disagreements in 4 inspections	
Inspection reports and addendums conducted by Candidate and Standard (completed by all but submitted by first time standards)	
At least 1 out of the 4 inspections is written out to the provision and scored according to the point value for each item (completed by all but submitted by first time standards)	
Identified whether documents are for an Initial Standardization or Re-Standardization	
Final Performance Report	
Completed and signed	

FIELD STANDARDIZATION REQUIREMENTS	
Item Submitted	Comments
Process Flow Charts	
Process 1 (no cook)	
Process 2 (same day service)	
Process 3 (complex food prep)	

Risk Control Plan	
Risk Control Plan Chart 1	
Handwritten Risk Control Plan	
Management monitoring/ maintenance of records	
Length of time Risk Control Plan (RCP) will continue (generally 4-6 week limit)	
Frequency and format in which the results will be communicated back to the inspector	
Proper training of food workers	